

MINUTES
PLANNING COMMISSION
APRIL 23, 2013 – 7:00 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Regular members present: Kane, Pritchard, Steinfeld, Sherrard
Alternate members present: Fitzgerald, Zod
Absent: Munn
Staff present: Davis, Trask

Chairman Sherrard called the meeting to order at 7:03 p.m. and sat Fitzgerald for Munn.

II. APPROVAL OF THE MINUTES OF meeting of April 9, 2013.

MOTION: To approve the minutes of April 9, 2013 as amended.

Motion made by Fitzgerald, seconded by Steinfeld. Motion passed unanimously.

III. PUBLIC COMMUNICATIONS

Staff noted the Certificate of Permission extension request for Central Hall dated April 9, 2013 and other informational items provided.

IV. SUBDIVISIONS - none

V. SITE PLANS - none

VI. OLD BUSINESS

1. Subdivision Regulation Amendments

Staff is working on a list and will email it as soon as it is available.

2. Plan of Conservation and Development Update

A Steering Committee meeting was held on April 18th that was well attended. The Transportation final report was handed out and the May 15th community meeting agenda was discussed.

Staff handed out a memo dated 4/23/13 (copy attached) from the Manager of Planning Services concerning a request by a POCD Steering Committee member as to participation in the May 15 community meeting.

After a brief review of the issue, it was the unanimous consensus of the members present to have the Planning Commission Chair develop and send a response from the Planning Commission, indicating that it was not appropriate for any member of the Steering Committee to engage in the process as both private citizen and Committee member.

VII. NEW BUSINESS

1. Zoning Board of Appeals referrals for May 8, 2013 Public Hearing

a) ZBA#13-03, 743 River Road, Ljubicic Residence

Staff briefed the Commission on the history of this proposal and the additional detail provided. Staff also provided members with a copy of their report on the prior ZBA application. It was the Commission's general consensus that there have been no material changes in applicable policies or plans since their prior report and that the current proposal is not substantively different from the prior proposal.

MOTION: The Planning Commission recommends denial of this request. The specifics identified in the motion of August 2011 are still applicable.

Motion made by Pritchard, seconded by Fitzgerald. Motion passed unanimously.

b) ZBA#13-04, 245 High Street, Dailey Residence

Staff discussed the requested variance for a front yard setback to accommodate a garden shed and that the lot geometry, lawful nonconforming lot area, and having two street frontages as to the current zoning do not provide for a reasonable location for this small accessory structure. The Commission had no comment.

2. Report of Commission

Commissioner Pritchard attended the Committee of Chairpersons meeting on April 15th and noted the topics discussed.

3. New Applications (none)

VIII. REPORT OF CHAIRMAN

Chairman Sherrard attended a presentation at the Mystic Noank Library by the survey team at UCONN and the Mashantucket Indian Tribe concerning their findings to date (archaeological investigation of the Pequot massacre). This bound report is available on loan to any interest Commissioner.

IX. REPORT OF STAFF

Staff updated the Commission on the status of the Spicer property.

Staff noted that the RTM subcommittee has recommended cuts to the OPDS budget, but that the manager had supported the department's request. A cut of the scope recommended by the RTM Subcommittee would likely require another position to be eliminated.

X. ADJOURNMENT

Motion to adjourn at 7:51 p.m. made by Fitzgerald, seconded by Pritchard, so voted unanimously.

Jeffrey Pritchard, Secretary
Planning Commission

Prepared by Katie Trask
Office Assistant II